

**LABORATORY CERTIFICATION STANDARDS REVIEW COUNCIL
MEETING MINUTES FROM 02/10/2000**

Attendance

Council Members: Mary Christie (Chair), Gilbert Williams (Vice-Chair), David Kollakowsky, Bill Sonzogni, Ruth Klee Marx, Debbie Cawley, and Russ Janeshek. Bill Bruins was absent and excused.

DNR Staff: Jack Sullivan, Greg Pils, Alfredo Sotomayor and Dan Olson

Guests: Barb Burmeister (WSLH), Paul A. Harris (Davy Labs), Paul Junio (Test America), and Art Lautenbach (Robert E. Lee and Associates, Inc.).

Action Item Summary

- The previous meeting's minutes were repaired and approved.
- The Council approved the FY 2001 Laboratory Certification Budget Proposal and the Fee Schedule.
- The Council approved a letter to send to the state legislature in support of the program's pending statutory changes to become a NELAC Accrediting Authority.
- The Council suggested that the department start a dialogue with the Wisconsin laboratory community and the Minnesota Department of Health to try to resolve a recent reference sample issue between the Minnesota Department of Health and Wisconsin labs with Minnesota Reciprocity.
- The next Certification Standards Review Council meeting was tentatively scheduled for Thursday, May 18th, 2000 at the Wisconsin State Laboratory of Hygiene, located at 2601 Agriculture Drive in Madison.

Agenda Items

I. Repair and Approval of August 26, 1999 Meeting Minutes

- A. **Ruth Klee Marx suggested the repair of an incorrect date in the August 26, 1999 meeting minutes. A motion was then made by David Kollakowsky to approve the August 26, 1999 meeting minutes. Russ Janeshek seconded the motion, and the repaired minutes were unanimously approved.**

II. FY 2001 Laboratory Certification Budget Review

Jack Sullivan and Greg Pils gave an overview of the budget (in draft form) to be presented for approval at the March 28th, 2000 Natural Resources Board meeting.

- A. Jack announced that the rollover of LTE position funds to FTE position funds was approved for 1.5 total positions.
1. 0.5 FTE will be for the West Central Regional Auditor position
 2. 1.0 FTE will be for a project position located in the Madison Central Office. The position's main focus will be working with NELAC, and preferably will be trained to perform audits.
- B. **Bill Sonzogni made a motion to support both the FY 2001 Budget Proposal and the Fee Schedule. Gilbert Williams seconded the motion and the motion carried unanimously.**

III. Council Members' Terms Update

Jack Sullivan updated Council members on the status of their terms and encouraged the Council members to submit the names of any qualified candidates to fill the upcoming vacancies. **(See attachment for terms and vacancies)**

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IV. **Discussion regarding the Council's role in DATCP (Added agenda item)**

Bill Sonzogni requested we add an agenda item to discuss informing DATCP of the Council's role and influence over DATCP as well as DNR.

- A. One of the Council members (Agricultural Interest) is appointed to specifically give farmers in the state an influence on the Council, a fact which DATCP may or may not be aware of.
- B. Jack suggested that DNR could contact DATCP on behalf of the Council and inform them of the Council's existence and role as it pertains to DATCP and DNR.

V. **NELAP Update**

Alfredo Sotomayor gave a NELAP Update and sought Council support of pending statutory changes for the program.

- A. The statutory changes needed for DNR to become an Accrediting Authority are awaiting approval by the State Assembly and the State Senate. Alfredo highlighted what the changes entailed and answered Council members' and Guests' questions about the changes.
- B. Alfredo sought Council approval of a letter supporting the pending statutory changes, to be signed by the Council Chair and then sent to the State Legislature.
- C. **Gilbert Williams made a motion to support the letter but to amend it to list all Council members and their appointed positions. Bill Sonzogni seconded the amendment. The vote on the amendment passed unanimously (7-0, with Bill Bruins absent) and the final vote in support of the amended letter passed unanimously (7-0, with Bill Bruins absent).**

VI. **Minnesota Reciprocity Reference Samples Discussion (Added agenda item)**

Minnesota Department of Health recently denied the use of Wisconsin State Lab of Hygiene Reference Samples to fulfill reference sample requirements for Wisconsin laboratories with Minnesota reciprocity. **The Council suggested that the department should start a dialogue with the Wisconsin laboratory community and the Minnesota Department of Health to try to resolve the issue.**

VII. **Future Meeting Date**

- A. **The next Certification Standards Review Council meeting was tentatively set for Thursday, May 18th, 2000, at the Wisconsin State Laboratory of Hygiene, located at 2601 Agriculture Drive in Madison.**
- B. The program will work with the Chair to set up the next meeting. The Council members should contact the Chair or Vice-Chair to get items on the next meeting's agenda.
- C. A motion was made to adjourn by Bill Sonzogni, seconded by Russ Janeshek, and unanimously approved.